



## Oliver Thomas Nursery School Governing Board Committees' terms of reference

### Part One - Constitution

The core purpose of the governing board is to support and create the setting of the school's strategic direction, ensuring accountability and compliancy, overseeing financial management, and supporting the leadership team in delivering educational outcomes.

#### 1. Membership

The Governing Board reconstituted on 27 June 2013 to comply with the School Governance (Constitution) (England) Regulations 2012, with the following membership:

No.	Category of governor	Term of office
1	Head Teacher	<b>Ex-officio</b>
2	Parent	<b>3 year</b>
5	Co-opted	<b>4 year</b>
1	Authority	<b>4 year</b>
1	Staff	<b>4 year</b>

#### Associate Members

The Governing Board also agreed that no places should be created for Associate Members. This will be reviewed as required.



## Part Two – Operational Arrangements

### 2. Election of Chair and Vice-Chair

Tick whichever system will apply to the election of Chair or Vice-Chair.

Either

Nominations at the meeting	✓
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Or

Nominations in advance of the meeting	
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### 3. Terms of office for Chair and Vice-Chair (paragraph 4)

The Governing Board has agreed that the Chair and Vice-Chair should hold office for the following terms:

Chair	2 years
Vice-Chair	2 years



## Part Two – Operational Arrangements

The Delegation of Functions were agreed at the Governing Board meeting on 7 March 2019.

### 4. Delegation of functions to individuals

The Governing Board has agreed that the Chair and Vice-Chair should hold office for the following terms:

Name	Function
Head Teacher	Appointing all staff other than members of the leadership team.
Head Teacher	The initial decision to dismiss staff
Review Officer (generally the Chair)	To hear appeals in connection with the operation of the performance management arrangements
Chair and Head Teacher	Authority To respond to all statutory consultation on behalf of the Governing Board

### 5. Delegation of functions to committees

The Governing Board has agreed to establish the following committees with the memberships and terms of reference shown:

- Finance Committee
- Performance Management Committee
- Staff Discipline, Grievance and Appeals Committee
- Pupil Discipline Committee
- Complaints Committee
- Head Teacher Well-being Committee

### 6. Operation of Committees

The Governing Board has agreed to review the constitution, terms of reference of its committees at its Autumn term meeting each year.

The quorum for all committee meetings shall be 3 governors (excluding Associate Governors) who are members of the committee.

Each committee will be asked to elect a chair every two years from among its membership

## Part Four – Decision Planner and Compliance Calendar

The Governing Board accepts the attached decision planner and compliance calendar.

*Julie-Ann Nicholls*

Chair of Governors (signature)

*Lorna Prynn*

Head Teacher (signature)